



MOORE COUNTY GOVERNMENT



Position Vacancy Announcement

FITNESS GROUP LEADER DEPARTMENT OF AGING

*This Position is Temporary/Part Time with **NO** Benefits (Grant Funded)*

Vacancy Number
16-1030

Hiring Range
\$13.00 Per Hour

Opening Date
February 12, 2016

Closing Date
February 26, 2016

Applications must be received by 5pm on this date. Envelopes must be postmarked PRIOR to 5pm on this date.)

Submit your completed County of Moore Application To:
Moore County
Human Resources
P.O. Box 905
Carthage, NC 28327
Phone: (910) 947-6362
Fax: (910) 947-2792
www.moorecountync.gov

Resumes are optional. Incomplete, unsigned, or any application other than a County of Moore application will not be forwarded to the hiring authority.

Applications received after the closeout date/time indicated will not be eligible for consideration.

Moore County Human Resources Office is not responsible for failure to receive faxed applications.

Please take a moment to ensure your transmission was received.

ESSENTIAL JOB DUTIES

The Fitness Group Leader is trained and certified in partnership with the local Arthritis Foundation and other Evidence Based program providers. The programs are offered in a class setting ranging from 2 to 12 hours per week. They also have varied time lengths for the required certification training and may include travel. Some courses can be completed online with a flexible schedule and others are one to three days in a classroom workshop environment. They require refresher courses at least every two years.

KNOWLEDGE AND SKILL REQUIREMENTS

The Fitness Group Leader must be successful in the following:

- Complete the required training and become certified for the programs;
- Obtain the skill and knowledge of the essential principles of the program;
- Deliver the program effectively and safely;
- Be able to work with people of varied ages, ranging from 50 to 98 and above;
- Be able to work with people with chronic conditions and limitations;
- Display a sensitive and caring attitude;
- Complete all necessary program reporting to the funding source;
- Maintain their required certifications by attending regular ongoing training;
- Possess strong written and oral communication skills;
- Be able to follow and carry out instructions;
- Be computer literate in word processing, spreadsheets, email and internet use;
- Work with the Fitness Room Coordinator in promoting the programs and carrying out the duties of the position.
- Ability to establish and maintain effective working relationships with associates and the general public.

EDUCATION AND EXPERIENCE REQUIREMENTS

- Must be 18 years of age or older;
- Graduation from High School or GED and experience leading a group of people preferably in exercise;
- Have the willingness to learn;
- Must be willing to travel if needed to obtain required certifications.

LICENSE AND CERTIFICATION REQUIREMENTS

- Must maintain all certifications according to Health Promotion Disease Prevention Guidelines
- Must obtain and maintain First Aid/CPR/AED Certifications
- Must possess and maintain a valid North Carolina Driver's License.

PHYSICAL REQUIREMENTS

This is light work requiring the ability to lift 5-10 lbs. to help assist with set up for health/volunteer fairs and able to climb stairs, if necessary; a negligible amount of force constantly to move objects; work requires stooping, kneeling, crouching, reaching, standing, walking, pulling, lifting, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for depth perception, color perception, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the volunteer is subject to inside and outside environmental conditions.

The County of Moore is a drug-free workplace and Equal Opportunity employer.

In compliance with the Immigration Reform and Control Act of 1986, Moore County will employ only those individuals who are U.S. citizens or legal aliens authorized to maintain employment in the United States.

All applicants tentatively selected for this position will be required to submit to a pre-employment background check, pre-employment drug test and post offer physical and background check.

Moore County is an E-Verify Participant